



## COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION  
1401 EAST BROAD STREET  
RICHMOND, VIRGINIA 23219-2000

PHILIP A. SHUCET  
COMMISSIONER

MICHAEL A. ESTES, PE  
DIRECTOR  
LOCAL ASSISTANCE DIVISION

April 18, 2005

To: City, Town and County Officials

Subject: Local Partnership Fund

Dear City, Town and County Officials,

You recently were invited to participate in the expanded revenue sharing program; one of several initiatives approved as amendments to the 2004-2006 biennial budget that promote the VDOT-locality partnership in addressing transportation issues. We would also like to provide information on another one of these initiatives referred to as the Local Partnership Fund. This initiative designates \$40 million to encourage local governments to assume responsibility for the management and administration of certain qualifying transportation projects within that locality. Qualifying projects are those scheduled for advertisement between July 1, 2005 and June 30, 2006 and that are financed with federal funds allocated through the secondary or urban system allocation. The program forms you will need can be found at <http://www.virginiadot.org/business/local-assistance.asp>. To assist with your project selection, a list of qualifying projects has been placed on our website. At this time, only projects identified on this list are eligible for consideration.

If your city, town or county has an eligible project and wishes to participate in this program, the Board of Supervisors or City or Town Council must provide VDOT with:

- A resolution passed by the governing board indicating its intent to request funds from the Local Partnership Fund (sample on the website)
- A completed Local Partnership Fund application (sample on the website-completed form must include a prioritized list of eligible projects the locality will manage and administer and the list of qualifying projects to receive the freed up funds).

Requests must be submitted on the designated application form to the Local Assistance Division by June 1, 2005. If funds are available, a subsequent solicitation for applications will take place later this summer.

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Please continue to work with the Residency Administrator, Urban Program Manager or other local VDOT Representative for your locality as you apply for these initiatives. If you have additional questions about the program, please feel free to contact me at 804-786-2745 or Ms. Penny Forrest of our office at 804-786-9810.

Sincerely,

A handwritten signature in blue ink, appearing to read 'M. A. Estes', with a long horizontal flourish extending to the right.

Michael A. Estes